Fifty-fourth meeting of Governing Body, 15 March 2017

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RESERVED BUSINESS

Present: Dr Anthony Freeling (President, Chair), Prof James Kaufman (Vice-President), Dr Hilary Burton (Pro-Vice-President), Prof Nabeel Affara, Dr Mark Bale, Dr John Barker, Dr Martin Bellamy, Mr Richard Berg Rust (Development Director) (from item 54.3), Prof Mary Buckley, Dr Bernard Devereux, Prof Gishan Dissanaike, Dr Lydia Drumright, Dr Peter Dudley, Mrs Victoria Espley (Bursar), Dr Danika Hill (from item 54.3), Dr Agnieszka Iwasiewicz-Wabnig, Dr Philip Johnston (Senior Tutor), Dr Arne Jungwirth, Dr Bianca Jupp, Dr Alastair Lockhart, Dr Charles Pigott, Dr Sarah Rough, Dr Corinne Roughley, Prof Kenneth Ruthven, Dr Carole Sargent, Dr Nidhi Singal, Dr Martin Steinfeld, Dr Caroline Trotter, Dr Clive Wells.

In Attendance: Mr John Raffan (Senior Independent Fellow), Mrs Wendy Solomou (College Secretary and Fellowships Manager, Secretary)

Apologies: Prof Michael Barrett, Mr William Charnley, Prof Ming-Qing Du, Dr Marcus Gehring, Dr Andrew Gould, Mr Nick Gray, Prof Ian Hodge, Dr Sonia Ilie, Dr Sara Melville, Prof William Nuttall, Prof Jonathan Powell, Dr Aisling Redmond, Dr Eugene Shwageraus, Dr Jeffrey Skopek, Prof Gordon Smith, Dr Jacob Stegenga, Dr Suzanne Turner, Dr Jessica White, Dr Nigel Yandell.

On leave: Dr Heather Blackmore, Dr Sara Hennessy, Dr Zinaida Perova, Dr Elizabeth Swann, Prof Paul Tracey.

Absent: Dr Ajith Parlikad, Dr Kishore Sengupta.

54.1 Welcome and Introduction

54.1.1 Declarations of interest
The President and the Pro-Vice-President declared an interest in item 54.1.3 (MOU with the PHG Foundation). Dr Iwasiewicz-Wabnig declared an interest in items 54.10 and 54.13.2. Prof Affara declared an interest in item 54.3.
54.1.2 Minutes and matters arising from the Fifty-third Meeting of Governing Body, 30 November 2016 (GB54 01)

The minutes were approved as an accurate record.

54.1.3 Governing Body Action List (GB54 02)

- 53.4 Possible replacement options for painting in Dining Hall. Sub-committee chaired by the Development Director formed. To report to GB in Easter Term 2017.

- 53.7.2 Praelector’s Report to be submitted at the Lent Term 2017 meeting. Dealt with in item 54.7.

- 52.2.1 Bursar to re-activate the Elizabeth Philip Hughes Hall company to deal with increased conference income. To be finalised in Michaelmas Term 2017.

- 52.2.2 Final version of the financial accounts to be circulated with all changes highlighted, prior to President signing off. This item can be marked as complete.

- 52.4 Update on the progress of the MOU with the PHG Foundation. The MOU was presented to, and approved by, Governing Body (GB54 02 PHG).

- 51.3 Bursar to bring a paper on the refurbishment of Chancellor’s Court and additional accommodation options to GB in 2016/17. Dealt with in item 54.3.

54.2 President’s Report

The President reported that his end of term email, summarising the College’s events and achievements, had gone out to members and staff and that five students had been selected for the University Men’s Blue Boat.

Three strategy workshops, led by Laurel Powers-Freeling, had taken place and a summary of the ideas and themes that had emerged had been fed back to attendees. The next stage is for participants to agree proposals for the next steps forward, to be brought to Council and Governing Body in the Easter Term.

Confidential item
54.3 [REDACTED]

54.4 New Ordinances (GB54 04)

The President presented the new Ordinances for approval and acknowledged the hard work of fellow members of the Statutes and Ordinances work strand group in producing them. The work strand group included Prof Affara, Dr Devereux, Dr Johnston, and Prof Mercer (Chair), with input from external legal expert, Dr Jane Spencer, and Mrs Solomou. The President informed Governing Body that, in addition to members of the work strand group, the draft Ordinances had also been scrutinised by Governance Committee, Council and several individual members of the Fellowship.

The President explained that the new Ordinances were consistent with existing Statutes and that most of them put into practice policies that had already been agreed by Governing
Body. However, he drew attention to a small number of changes in governance, detailed in
the introductory section to the paper, of which Governing Body needed to be aware. In
particular, he drew attention to the revisions to the Academic Staff Ordinance that brought
it more up to date with employment law and allowed greater use of small panels to deal
with issues such as redundancy procedures, grievances, and disciplinary procedures for
Academic Staff, rather than referral for decision by a single individual or the entire
Governing Body.

The work strand group was thanked for producing a set of Ordinances that are clear and
accessible.

Governing Body voted unanimously to approve the new Ordinances.

The President confirmed that the next stage would be to develop Regulations, which would
be submitted to Governance Committee for discussion and subsequent approval by Council.

54.5 UTO Working Group (GB54 05)

The President spoke to this paper, which included the final report of the Working Group on
the distribution of University Teaching Officers (UTOs) amongst the Colleges and details of
its proposed scheme for the future allocation of UTOs. The proposal, which had been
submitted to the colleges for final consultation via the Colleges Committee, had the support
of Council.

Governing Body gave its approval of the proposed scheme.

54.6 Minutes from Committees

The following minutes were received:

- College Council, of 25 January 2017 (GB54 06)
- College Council, of 1 March 2017 (GB54 07)
- Fellowships Committee, of 2 November 2016 (GB54 08)
- Fellowships Committee, of 22 February 2017 (GB54 09)
- Governance Committee, of 24 November 2016 (GB54 10)

The President drew attention to the appendix to the unconfirmed minutes of College Council
of 1 March 2017 (GB54 07), which stipulates the minor privileges to be accorded to Senior
Members. He explained the distinction between ‘minor privileges’, such as meals, occasional
use of guest rooms, and ‘remuneration and more substantial benefits’: the former to be
assessed by the Fellowships Committee and recommended for approval by Council; the
latter to be assessed and recommended by the Remuneration Committee, for approval by
Governing Body.

54.6.1 Starred items
The President proposed that the College adopt the University practice of starring (*) items on the agenda that the Chair considers to be straightforward and non-controversial so that they may be approved or noted without discussion. Members of Governing Body or Council or a Committee would be able to unstar an item by notifying the Secretary, usually in advance of the meeting so that other members could be alerted that the item would be discussed.

Governing Body approved the proposal.

54.7 Annual reports

The following annual reports were received:

- Praelector’s report (GB54 11)
- Curator of Valuables’ report (GB54 12)

The President noted that the proposed undertaking of conservation treatments outlined in the Curator of Valuables’ report would be submitted to Council for decision. There were no further comments or questions.

54.8 Honorary Posts (GB54 05)

The Governance Committee made the following recommendations:

- As Research Convenor: Dr Kyren Lazarus
- As MCR Senior Treasurer: Dr Sonia Ilie

Governing Body voted unanimously to approve the recommendations.

54.9 Prevent Plan (GB54 14)

The Senior Tutor, the College’s Prevent Officer, presented the draft Annual Report to be submitted to HEFCE by 3 April 2017. He explained that the College is required by HEFCE to submit an annual report, approved by its Governing Body, which summarises relevant evidence to demonstrate that the College has continued to have due regard to the Prevent duty over the past year.

The Senior Tutor responded to individual queries and suggestions raised and Governing Body approved the Annual Report, subject to the addition of a paragraph to describe IT policies and procedures relevant to the Prevent strategy.

54.10 Fellowship Recommendations (GB54 15)

Dr Agnieszka Iwasiewicz-Wabnig left the room for the discussion and voting on her renewal.

The following elections were approved:

As Fellow in Class A:
Prof John Doorbar, from 1 April 2017 until 31 March 2020

As Fellows in Class B:
Dr Fernando Gonzalez-Zalba, from 1 April 2017 until 31 March 2020
Dr Paula Banca, from 1 April 2017 until 31 March 2020
Dr John Park, from 1 October 2017 until 30 September 2020

As Quondam Fellow:
Dr Robyn Veal, from 1 April 2017

Renewal in Class D:
Dr Agnieszka Iwasiewicz-Wabnig, from 1 April 2017 until 31 March 2022

It was noted that Honorary Fellow Sir Peter Mansfield FRS, Nobel Laureate had died on 8 February 2017, at the age of 83 years.

54.11 Finances: Update (GB54 16)

The Bursar presented the draft management accounts as at 31 January 2017.

Dr Devereux enquired whether the Bursar anticipated any large changes that would affect the forecast at the end of the year and the Bursar explained that any anticipated impacts were already accounted for in the forecast year-end out-turn presented in the spreadsheet.

Prof Affara asked how the College had been able to achieve increased conference income and the Bursar responded that the Conference and Catering team were being more proactive in seeking business and that there had been an increase in external dinners and weekend events.

A number of Fellows expressed the view that the extended opening hours of the Dining Hall were welcome and well received by the student body.

54.12 Use of the College Common Seal

The Bursar reported that in accordance with Statute XII.1 the Common Seal of the College was affixed on 27 February 2017 to a deed of amendment relating to the Cambridge Colleges Federated Pension Scheme (CCFPS). She confirmed that the amendment did not directly affect Hughes Hall, but that all participating colleges had been required to execute the amending deed to ensure good governance.

54.13 Elections

The President informed Governing Body that the election of a Pro-Vice-President was to be deferred until the Easter Term.

54.13.1 Governance list (GB54 17)

Ordinance AI,10 requires that for the purposes of facilitating College governance, the Governing Body shall establish annually, and may at any time amend, a list of those Offices and Posts under Ordinances C,II and C,III that it considers carry substantial executive duties and which shall be known as the Governance List.

The following Governance List was approved by Governing Body:
Mr Richard Berg Rust
Dr Bernard Devereux
Mrs Victoria Espley
Dr Philip Johnston
Dr Alastair Lockhart
Dr Corinne Roughley
Dr Carole Sargent
Dr Martin Steinfeld

54.13.2 Election to Council (GB54 18)

[REDACTED]

54.14 Any Other Business

Leave Request: The President formally granted a request for Dr Singal to take leave from her Fellowship during Michaelmas Term 2017.

Prof Affara and Dr Barker noted that they had received very positive feedback from students on the service provided by the College Nurse.

End of Reserved Business WS 30/11/16